



City of Englewood
Community Development Department
1000 Englewood Parkway
Englewood, CO 80110
303-762-2342
englewoodco.gov

ZONING SITE PLAN REVIEW CHECKLIST

Only **complete** applications will be accepted.
Please use the following Checklist to complete your application.

Applicant ✓	City ✓	Checklist Items
		Application Form
		Completed Checklist (this form)
		Letter of Authorization (if applicant is not the property owner)
		Site Plan:
		Maximum Size: 11" x 17"
		Include the following items on the site plan:
		Written and graphic scale
		North arrow
		Property address
		All structures with dimensions
		Property dimensions
		Other Documents: Provide 1 copy of any special agreements, easements, conveyances, restrictions or covenants governing the property
		Additional material/information as requested by City Manager or Designee

Avoid delays - Submit a complete application!



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APPLICATION FORM

APPLICATION FOR:

(Attach Checklist and all required documents - Incomplete applications will not be accepted.)

PROPERTY ADDRESS: _____

LEGAL DESCRIPTION: (Provide at least one of the following)

Lot(s) _____ Block _____ Subdivision _____

Parcel Identification No. _____ - _____ - _____ - _____

Metes and Bounds Legal Description _____
(Attach separate sheet if necessary)

APPLICANT

Name: _____

Company: _____

Address: _____

Telephone Number: _____

Fax Number: _____

Email Address: _____

Signature

Print Name

PROPERTY OWNER

Name: _____

Company: _____

Address: _____

Telephone Number: _____

Fax Number: _____

Email Address: _____

Signature

Print Name

Staff Use Only

Date Received: _____

Received By: _____

Fee Received: _____ \$

Zone District: _____

Planner Assigned: _____

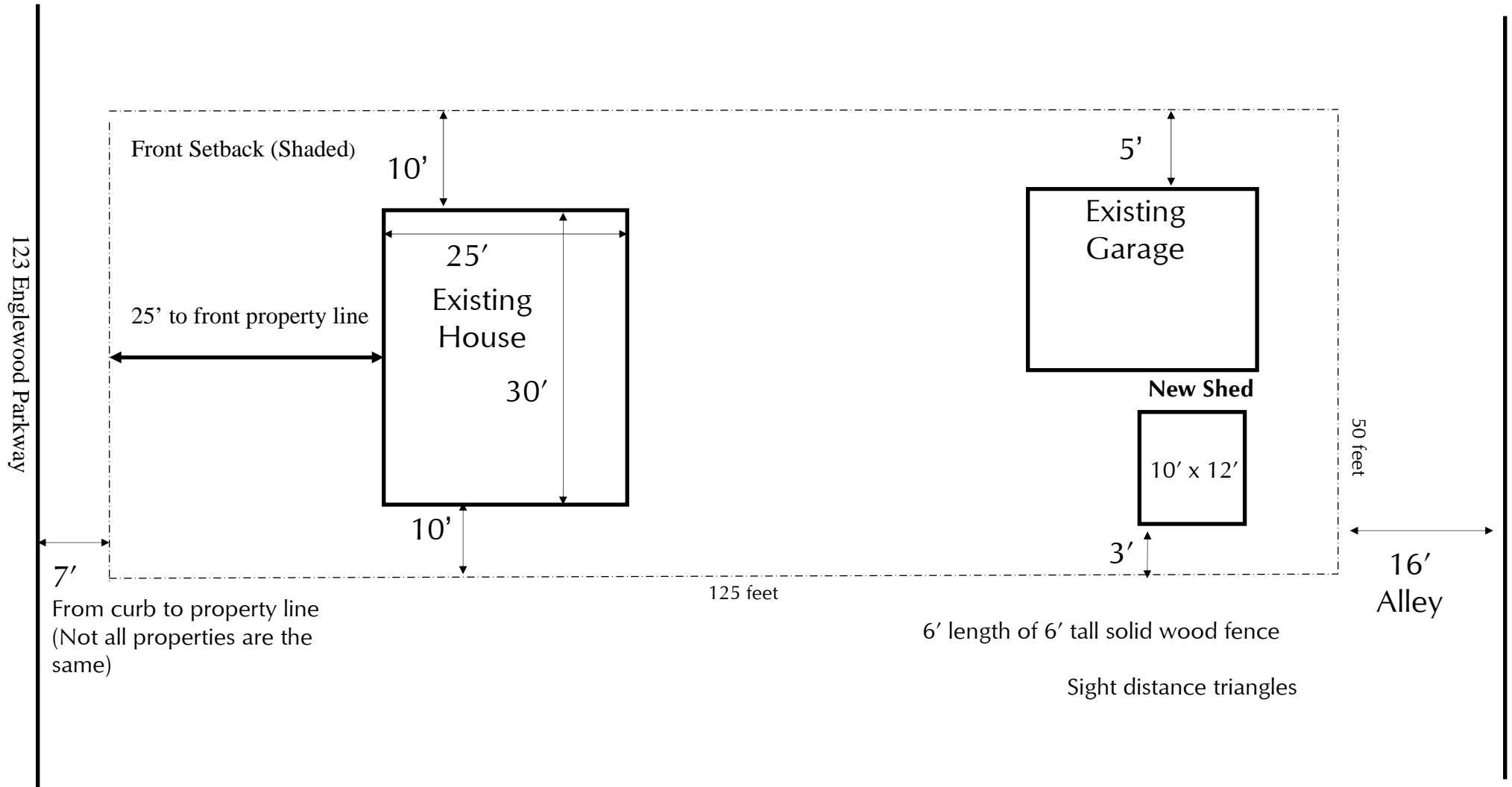
Case/Project No.: _____

Application Fees are Non-Refundable

TABLE 16-6-1.2: SUMMARY TABLE OF DIMENSIONAL REQUIREMENTS FOR ACCESSORY STRUCTURES

Use	Districts Allowed	Maximum Number	Max. Height (feet)	Minimum Setback (Feet)			Maximum Total Floor Area (square feet)	Additional Regulations
				Front	Side	Rear		
Detached garages and all carports	All Residential Districts	1-unit dwelling: 1 garage and 1 carport. 2-unit dwelling: 1 garage and 1 carport per unit. More than two-unit dwelling: 1 garage or carport per unit.	16	Shall conform to the zone district's minimum front setback applicable to the principal structure and to applicable residential development and design standards of this Chapter	R-1-A: 5 Other districts: 3	If entrance faces alley: 6 If entrance faces street or side lot line: 3	Combined maximum total floor area of all garages and carports shall not exceed 1,000 square feet per unit.	If a garage or carport is converted to another use, an equivalent amount of off-street parking shall be provided. When a garage or carport is converted to another use the existing driveway or carport in the front setback shall be subject to Parking Pad regulations-standards and guidelines.
Detached garages and all carports	TSA, and all Medical, Business and Industrial Districts	Shall conform to zone district standards for principal structures.						
Storage sheds	All Residential districts, TSA, Medical, Business, and Industrial Districts	1	10	All R Districts: Shall be located behind the rear building line of the principal structure B Districts: Shall be located behind the front building line of the principal structure TSA & I Districts: Shall conform to zone district standards for principal structures	R-1-A: 5; Other R Districts: 3; B, TSA, I Districts: Shall conform to zone district standards for principal structures	R-1-A: 5; Other R Districts: 3; B, TSA, I Districts: Shall conform to zone district standards for principal structures	150	See 16-2-9.A2 for structures 120 square feet or smaller.
Other accessory structures not listed above	All Residential and Medical, Districts	1	12	Other accessory structures shall be located behind the rear building line of the principal structure	R-1-A: 5 Other R Districts: 3	R-1-A: 5 Other R Districts: 3	200	See 16-2-9.A2 for structures 120 square feet or smaller.

All elements on the checklist must be included on your site plan before zoning review can begin.



Requirements for Shed / Garage Site Plan Review

Shed / Garage Site Plan

A Site Plan is required when you apply for an Accessory Permit for a Shed or Garage. A Site Plan is an exhibit showing the property boundary, location of existing structures, dimensions from structures to property lines, and significant features (existing structures, trees, rivers, etc.). All of the following elements must be included on the site plan. Site Plans may be drawn by hand, but should be neat, legible and to scale (Example: 1 inch = 10 feet).

Checklist

- ❑ Property Address and Street Name
- ❑ Property lines
- ❑ Sewer and water lines
- ❑ North arrow
- ❑ Draw and Dimension property lines
- ❑ Proposed location of shed or garage
- ❑ Outline, Dimension and Label all existing structures
- ❑ Dimension the distance from all existing and proposed structures to property lines (setbacks)
- ❑ Draw and Dimension surrounding Rights of Way (Street, Sidewalk and Alley)